



User Manual – Institution Registration

Protection of Plant Varieties & Farmers Right Authority
Department of Agriculture & Farmers Welfare
Ministry of Agriculture
Government of India

Version 1.0
Release September, 2023

Project Execution by
National Informatics Centre
Ministry of Electronics & Information Technology (MeitY)

Plant Varieties Registration System

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How to access the system

Invoke Internet Browser (Google chrome, Mozilla, Edge, I.E)

1. Type <https://app.plantauthority.gov.in> in address bar of the Internet Browser as shown below in Fig 1:

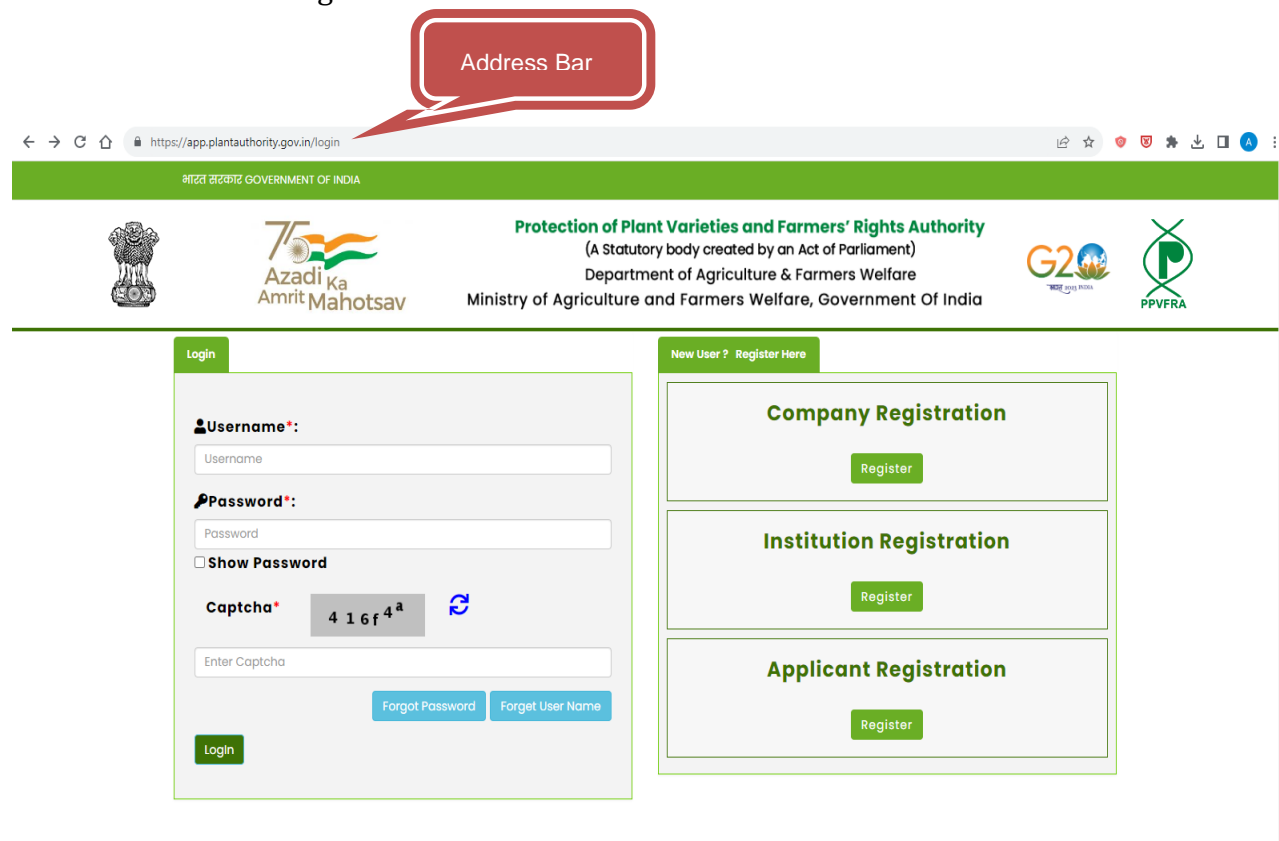


Fig 1

2. User has to first register on the portal. For this, they have to click on the link 'Register' as shown in Figure-1. After clicking, screen will be displayed as shown in Fig – 2

Institution Registration

Name *	<input type="text" value="Akal Ins"/>
Abbreviation *	<input type="text" value="akal_ins"/>
Place *	<input type="text" value="Delhi"/>
Type *	<input type="text" value="Institution"/>
Contact Person Name *	<input type="text" value="Akal"/>
Designation *	<input type="text" value="Manager"/>
Address *	<input type="text" value="Delhi"/>
Country *	<input type="text" value="India"/>
State *	<input type="text" value="Delhi"/>
District *	<input type="text" value="New Delhi"/>
City/Town/Village *	<input type="text" value="Green Park"/>
Pincode *	<input type="text" value="110049"/>


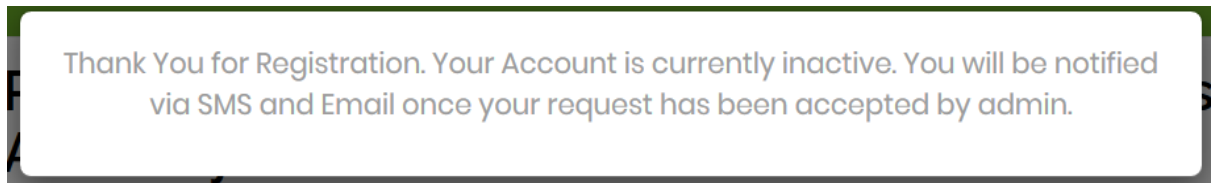
Mobile *	<input type="text" value="91"/>	<input type="text" value="9876543210"/>
Fax	<input type="text" value="876"/>	<input type="text" value="1234567890"/>
Email *	<input type="text" value="akal@institution.com"/>	
Username *	<input type="text" value="akal_ins"/>	
Captcha *	<input type="text" value="713752"/>	<input type="text" value="713752"/> 
<input type="button" value="Submit"/>		

Fig 2

- Mandatory fields are marked with * sign
- Fill in all the field values & make sure correct values are entered
- After entering all values, press the Submit button
- In case you entered incorrect information, the page prompts you to correct that field & submit again

- If you entered the wrong mobile number in the mobile no. field then it will display an error message
- After successfully submitting, message will be displayed as shown below:



- After filling all the details and submitting, details will go to PPVFRA admin for approval. After approval it will be intimated to the institute
- After approval, institution can login and during first time login company has to change password as shown in Figure – 3
- During first time login, user has to change password
- After resetting the password, user can apply online using the credentials and captcha and clicking on login button as shown below in Fig 3

Fig 3

- User can use 'Forgot password' option in case he forgets password, after clicking on 'Forgot password' button it will be redirected to a new page where to enter email id (which you used at the time of registration) and captcha verification for resetting the password.